

GENERAL INFORMATION

Meeting Objective

The 5th SECA Workshop now combines the Annual SECA Workshop and the semi-annual Core Technology Workshop and Peer Review. The Meeting will take place over three days. The combined Workshop will disseminate SECA progress to the public and SECA stakeholders. The Workshop will also ensure the public and stakeholder input is incorporated into the SECA Program direction.

Who Should Attend

The 5th SECA Workshop is open to all interested parties. The Workshop will be of interest to those with a stake in the future of energy generation in the U.S. and to those with general or technical interest in solid-oxide fuel cell technology.

Hotel Information

The Hyatt Regency Boston Hotel, located at One Avenue de Lafayette, Boston, MA 02111-1739 will be the official hotel for the Conference. The conference rate is \$159.00 for a single room and \$184.00 for a double plus 12.45% tax. The Hyatt is centrally located in the heart of the historic financial district in downtown, Boston.

For reservations, contact the hotel directly at **(617)912-1234 or (800)233-1234**. You must reference the U.S. Department of Energy to receive the special group rate listed above. A block of rooms for this conference will be held until May 1, 2004. Check-in time is 3:00 p.m. and check-out time is 12:00 noon. Hotel cancellation policy: An overnight room must be cancelled 24 hours in advance in order to avoid incurring charges to your account.

Transportation

Driving Directions from Logan Airport (3 miles): Leaving the airport terminals follow directions for Ted Williams Tunnel. Go through the tunnel and follow signs for exit 25. Turn right on to D Street then right again on to Summer Street. Follow Summer Street for about 1 mile. Turn left on to Kingston Street then right on to Bedford Street. Take the next left on to Chauncy Street then right on to Avenue De Lafayette. The Hotel main entrance will be on your right at 1 Avenue De Lafayette. For parking/Valet take the next right after the main entrance into the garage and right again into the Hotel concourse.

Hotel Parking

Valet parking is available with in and out privileges for overnight guests, the cost is \$34.00 per day. The parking rate for all day parking is \$26.00 per day with no in and out privileges. If you require in and out privileges use valet parking.

Boston Shuttle Service – Boston Logan Airport pick-up and drop-off

Reservations are required, you can book your reservation on line at www.backbaycoach.com or by telephone at (617)746-9909. The cost is approximately \$10.00 one way.

Registration Fee

The \$325.00 registration fee is to cover the cost of a reception, continental breakfasts, lunches and conference breaks. All attendees, including presenters must register for the conference.

Register on-line or complete the registration form and fax to (412)386-6486 or mail to:

**U.S. Department of Energy
NETL Event Management
P.O. Box 10940
Pittsburgh, Pennsylvania 15236**

Registration fee cannot be refunded after April 30, 2004



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Foreign National Visitor Notice

NETL supports an active program of unclassified visits and assignments by foreign nationals for the benefit of its programs. The program is essential to ensure that these visits and assignments are conducted under prescribed conditions in a manner consistent with programmatic, U.S. and DOE national security policies, requirements, and objectives, including export control laws and regulations.

For the purposes of DOE policies 142.1 and DOE Notice 142.1, a foreign national is any person who is not a U.S. Citizen and includes permanent resident aliens. Non U.S. citizens wishing to attend this meeting must submit a Foreign National Visitor's Form (NETL F142.1) at least 60 days prior to the meeting. Any forms submitted to NETL for review with an understanding that approval to participate at this event may not be granted. If approval is not granted, the foreign national attendee will not be permitted to attend. There are no exceptions. It is the responsibility of any foreign national planning to attend this event to coordinate with NETL Event Management to ensure that approval has been granted to attend the SECA Annual Workshop and Core Technology Program Peer Review.

Please submit the NETL Foreign National Visitor Form F142.1 as soon as possible to NETL Event Management, who will coordinate the process and make approval notification.

For questions regarding conference logistics, please contact Karen Lockhart, CMP at:

NETL Event Management
P.O. Box 10940
MS 922-174A
Pittsburgh, Pennsylvania 15236
Telephone: (412)386-4763
Fax: (412)386-6486
E-mail: karen.lockhart@sa.netl.doe.gov

For questions regarding the program content, please contact Wayne Surdoval at:

U.S. Department of Energy
National Energy Technology Laboratory
626 Cochran's Mill Road
Pittsburgh, Pennsylvania 15236
Telephone: (412)386-6002
E-mail: surdoval@netl.doe.gov

For more information on the Boston area please visit the Greater Boston Convention & Visitors Bureau at www.bostonusa.com

For schedule information for the Boston Red Sox please visit their website at www.bostonredsox.com

